

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: December 11, 2025

PREPARED BY: Daniel Hurtado, Public Safety Coordinator

SUBJECT: RESOLUTION ACCEPTING THE CALIFORNIA DEPARTMENT OF JUSTICE TOBACCO GRANT PROGRAM AWARD AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL REQUIRED GRANT DOCUMENTS

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## **RECOMMENDATION:**

1. Adopt a Resolution entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, ACCEPTING THE CALIFORNIA DEPARTMENT OF JUSTICE TOBACCO GRANT PROGRAM AWARD AND AUTHORIZING RELATED ACTIONS."
2. Authorize the City Manager, or designee, to execute the Memorandum of Understanding (MOU), Grant Agreement, Summary of Award, Budget Detail, Government Taxpayer ID Form, any future amendments, and all other documents required by the California Department of Justice, provided that any amendments do not obligate additional City funds.

## **BACKGROUND/ANALYSIS:**

The California Department of Justice (DOJ) administers the Tobacco Grant Program, established under Proposition 56, to support local enforcement and youth tobacco prevention efforts. The City of Palm Desert has historically conducted tobacco retail inspections in partnership with the Riverside County Sheriff's Department; however, these efforts have been limited by the availability of staffing and funding.

To enhance compliance operations, expand youth access prevention activities, and address identified gaps in monitoring the City's 40 licensed tobacco retailers, staff submitted a competitive grant application on June 23, 2025, the opening day of the DOJ grant submission window.

The City applied for funding to support tobacco retail compliance checks, enforcement operations, education, data reporting, and program administration over a 36-month grant period. As part of the application requirements, the City secured a formal Letter of Commitment from the Riverside County Sheriff's Department, dated June 9, 2025. The letter (page 1) affirms the Sheriff's Department's partnership and commitment to carry out the enforcement activities identified in the proposal.

DOJ has since notified the City that it has been selected for award, with the final award amount to be confirmed through the forthcoming Grant Agreement and Summary of Award. The governing body must adopt a resolution accepting the award before the City can execute the MOU, incur reimbursable expenses, or begin grant-funded activities.

**Legal Review:**

This report has been reviewed by the City Attorney's Office.

**FINANCIAL IMPACT:**

An appropriation will be necessary from the General Fund to initially fund the expenditures related to this grant award. Staff will request the appropriation upon final award. All eligible expenditures will be reimbursed by the DOJ under the Tobacco Grant Program. If the City is awarded its full requested amount, the grant will provide \$421,494 in funding over a 36-month term, fully supporting the planned enforcement and education activities and ultimately reimbursing the General Fund resources.

**ATTACHMENTS:**

1. Resolution
2. Letter of Intent (LOI)
3. Letter of Commitment – Riverside County Sheriff's Department
4. 2025 Tobacco Grant Program Email